

PETITION FOR BLOCK PARTY

The following are the Rules and Regulations for having a block party:

1. All residents of properties fronting the street to be closed must read these rules and regulations and sign the petition. It is required that every resident on the block agree to the party and sign the petition before permission will be granted. The City will check to make sure all residents have signed this petition. Petitions submitted with missing signatures will cause delays in the petition being processed. For questions, please call 330-375-2836.
2. Please complete the attached form (page 3) listing the sponsors of the party, the purpose of the party, and the estimated number of participants expected. Also complete the attached Permit Applications for Large party, if applicable (pages 4-5).
3. **NO LATER THAN TWO WEEK PRIOR TO THE DATE OF THE PARTY**, return this completed petition, residents signatures (page 2), sponsors for the party (page 3), the Permit Application for Large Party, if applicable (pages 4-5), and a non-refundable \$30 check or money order payable to the City of Akron. Mail or drop off at the Recreation Bureau, Attn: Community Events Coordinator, 220 S. Balch St., 44302 Monday-Friday, 8am – 4:30pm. **If the petition is not received two weeks prior to the party, it may not be approved.**
4. The block party must not last beyond midnight, and sponsors of the party are responsible for clean-up of the area immediately following the event.
5. No alcoholic beverages may be consumed on public property.
6. Proper noise levels must be maintained at all times. **NO LIVE MUSIC AFTER 10:00 PM.**
7. Intersections of streets cannot be blocked.
8. It is stipulated that the sponsors will provide proper lighting for the barricades after dark. Flashing lights, flare pots, or lanterns are acceptable. Barricades are furnished by the City, and will be delivered to the designated address the day before or the day of the party, depending on the day and time of the party. The petitioner must assemble and disassemble the barricades, but need not be home at the time the barricades are dropped off or picked up by the City.
9. This petition may be denied consistent with Akron City Code Section 98.04 and any applicable licensure requirements, ordinances, regulations or laws. The Service Director has the right if he deems necessary to add additional requirements such as Porta-Johns, liability insurance, security, etc.
10. I (We) agree to assume the defense of and indemnity and save harmless the City, its council members, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such event and activities in connection herewith.
11. If any occurrence or accident relating to or arising out of USER'S use and/or occupancy of the subject premises takes place, USER shall immediately notify the City in writing of such occurrence or accident with reasonable detail.

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We plan to have a block party on (street name) \_\_\_\_\_  
between (street name) \_\_\_\_\_ and (street name) \_\_\_\_\_  
on (date) \_\_\_\_\_ between the hours of \_\_\_\_\_ (a.m./p.m.) and \_\_\_\_\_ (a.m./p.m.)  
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We would like the City to deliver the barricades to: (The city will contact this person after the petition has been approved or denied.)

Name _____
Address/ Zip Code _____
Daytime Phone Number _____
Email (this will be used for method of contact) _____

IN CASE OF EMERGENCY, THE FIRE DEPARTMENT MUST HAVE ACCESS TO THE AREA. PLEASE SEE THAT THE BARRICADES ARE MOVED AND AREA CLEARED IMMEDIATELY.

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City use only:

Approvals: Police Dept \_\_\_\_\_ Fire Dept \_\_\_\_\_ Traffic Engineer \_\_\_\_\_ Councilperson \_\_\_\_\_ Service Director \_\_\_\_\_

**RESIDENTS SIGNATURES**

All residents of properties fronting the street to be closed must read the Rules and Regulations (page 1) and sign below.

Printed NameAddress[illegible]



DANIEL HARRIGAN, MAYOR

**City of Akron**  
**Recreation Bureau**  
**Attn: Community Event Coordinator**  
**220 South Balch Street**  
**Akron, Ohio 44302**  
**330-375-2836**

Sponsor(s) of the party:

| Name | Address | Phone Number |
|------|---------|--------------|
|------|---------|--------------|

| Name | Address | Phone Number |
|------|---------|--------------|
|------|---------|--------------|

Purpose of the party: \_\_\_\_\_

Estimated number of participants: \_\_\_\_\_

## INVOICE

Type of Permit: Block Party, Large Party, Special Event or Temporary Street Closure Amount Due:

|                       |         |                                                 |
|-----------------------|---------|-------------------------------------------------|
| Application Fee:      | \$30.00 | Non-refundable                                  |
| Police Protection Fee | \$_____ | if required                                     |
| Total due:            | \$_____ | (check or money order payable to City of Akron) |

City Code Section: 98.04 Forms required:

- (1) Permit Application (see next page) – for large parties consisting of 200 people or more
- (2) Food Service License, if necessary Liquor Permit, if necessary
- (3) Liquor Permit, if necessary
- (4) Bond (in the amount of \$500 if 200 or more people are expected to attend)

**Permit Application for Large Party** (Large party consists of 200 people or more), Special Event or Temporary Street Closure.

1. Name of applicant \_\_\_\_\_  
Home address \_\_\_\_\_  
Business address \_\_\_\_\_  
Home phone \_\_\_\_\_ Business phone \_\_\_\_\_

I certify I am at least 18 years of age: \_\_\_\_\_  
(Signature required)

Complete the following for all event sponsor(s).

2. A.) Name \_\_\_\_\_  
Home address \_\_\_\_\_ Home phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business phone \_\_\_\_\_  
B.) Name \_\_\_\_\_  
Home address \_\_\_\_\_ Home phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business phone \_\_\_\_\_  
3. Name of organization \_\_\_\_\_ Form of organization \_\_\_\_\_  
4. Name of president or chairman \_\_\_\_\_  
Home address \_\_\_\_\_ Home phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business phone \_\_\_\_\_  
5. A.) Name and title \_\_\_\_\_  
Home address \_\_\_\_\_ Home phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business phone \_\_\_\_\_  
B.) Name and title \_\_\_\_\_  
Home address \_\_\_\_\_ Home phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business phone \_\_\_\_\_

Complete the following for all people engaged in organizing, promoting, controlling, managing or soliciting participation in the event:

6. A.) Name \_\_\_\_\_  
Home address \_\_\_\_\_ Home phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business phone \_\_\_\_\_  
B.) Name \_\_\_\_\_  
Home address \_\_\_\_\_ Home phone \_\_\_\_\_  
Business address \_\_\_\_\_ Business phone \_\_\_\_\_  
7. Date of event: \_\_\_\_\_  
8. Hours of event: \_\_\_\_\_ to \_\_\_\_\_  
9. Block address(es) or intersection(s) involved in event: \_\_\_\_\_  
10. Estimated number of participants: \_\_\_\_\_  
11. Purpose of event: \_\_\_\_\_

**Permit Application for Large Party** (continued)

12. Will restricted parking be requested? If yes, what restrictions or prohibitions will be required?
13. Will sound amplification equipment be used? If yes, please describe equipment.
14. Will charity, gratuity or offerings be solicited or accepted? If yes, please explain.
15. Will food, beverages, or merchandise be sold or served? If yes, please explain and attach appropriate vendors or food service license.
16. Will alcoholic beverages be sold or served? If alcoholic beverages are to be sold or gratuities accepted, please attach copy of liquor permit issued pursuant to R.C. Ch. 4301.
17. Is the event for commercial or advertising purposes or profit? If yes, please explain.

The undersigned state that all facts and statements contained herein are true and accurate.

I (We) agree to assume the defense of and indemnity and save harmless the City, its council members, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of such event and activities in connection herewith.

I (We) agree to provide for the collection and removal of all trash, garbage and litter caused by or arising out of such event.

I (We) agree to provide police protection as deemed necessary by the Director of Public Service.

I (We) agree to pay the cost of any and all City personnel required by the City to work overtime hours or other than regular shift or perform duties during or as a result of such event.

I (We) understand that this permit may be revoked by the Director of Public Service or his duly authorized agent at any time.

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Sponsor

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Applicant



DANIEL HARRIGAN, MAYOR

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Sponsor

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Sponsor